

BOARD OF SUPERVISORS MEETING
MONDAY, NOVEMBER 19, 2018
6:00 PM

The Appomattox County Board of Supervisors held a scheduled meeting on Monday, November 19, 2018 at 6:00 p.m. in the Board of Supervisors meeting room, located at 171 Price Lane, Appomattox, Virginia.

Appomattox County Board of Supervisors

Present:

Samuel E. Carter	Courthouse District, Chairman
Watkins M. Abbitt, Jr.	Piney Mountain District
William H. Hogan	Appomattox River District
Chad E. Millner	Falling River District, Vice-Chair
Bryan A. Moody	Wreck Island District

Also Present:

Susan M. Adams, County Administrator
Tom Lacheney, County Attorney
Johnnie Roark, Community Development Director
John Spencer, Information Systems Manager/Purchasing Agent
Vicky Phelps, Finance Director

Chairman Carter called the meeting to order at 6:00 p.m.
Handicap Accessibility Statement provided by Susan Adams, County Administrator
Pledge of Allegiance
Invocation- Moment of Silence

Setting of Agenda

The following items were added to the Agenda:

Sheriff's Department- Supplemental Appropriation

Request for a supplemental appropriation of \$20,000 to 3102-1007- Traffic Safety Overtime

Recognition of Victim/Witness Advocate- Maryanne Freshwater

Recognition of Senator Peake

Supervisor Hogan- Update on Public Safety Meeting

Mr. Hogan made a motion to approve the Agenda as amended. Mr. Millner seconded Mr. Hogan's motion. Chairman Carter called for a vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

WORK SESSION

Chairman Carter welcomed Senator Peake and invited him to come and address the Board.

Senator Peake came forward, thanked the Board for allowing him an opportunity to come and speak. Senator Peake stated that it is a privilege to represent Appomattox County. He reported that he had toured all Appomattox County Schools and he congratulated the Schools on being fully accredited, he also congratulated the football team for being in the upcoming playoffs.

Senator Peake mentioned the Medicaid Expansion program and stated that they would be making some adjustments with the Medicaid program exceeding what was expected. Senator Peake stated that 60,000 over the estimate are enrolling in Medicaid expansion. He stated that they would be addressing this issue, tax reform, internet sales tax and federal income tax changes that are affecting middle class taxpayers.

Senator Peake stated that localities have done a good job of managing funds with no extra funds coming from the State this year. He called for concerns from the Board.

Hearing no further discussion, Chairman Carter thanked Senator Peake for coming and providing the Board on the upcoming Senate activity.

CLOSED SESSION

County Attorney, Tom Lacheney read the following motion to authorize a closed meeting: WHEREAS, the Board of Supervisors of Appomattox County desires to discuss in Closed Meeting the following matter (s):

Discussion concerning the assignment, performance, salaries, tow specific employees of the public body.

Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community.

Discussion consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected with respect to the animal shelter.

WHEREAS, pursuant to: §2.2-3711 (A) (1) (A) (5) (A) (6) of the code of Virginia, such discussions may occur in Closed Meeting.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Appomattox County does hereby authorize discussion of the aforestated matters in Closed Meeting.

Mr. Moody made a motion to enter closed session pursuant to §2.2-3711 (A) (1) (A) (5) (A) (6) of the code of Virginia at 6:10 p.m. Mr. Abbitt seconded Mr. Moody's motion. Chairman Carter called for a vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

At 6:33 p.m., Ms. Phelps read the following Closed Session Certification:

To the best of your knowledge, were the only matters discussed in the closed meeting public business matters lawfully exempted from open meeting requirements, and that only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting? Ms. Phelps called for a Roll Call Vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

No action was taken from the Closed Meeting.
The Board returned to Regular Session at 6:33 p.m.

CITIZEN PUBLIC COMMENT PERIOD

Chairman Carter called on Mr. Tim May who signed up to speak with the Board during Citizen Public Comment period.

Mr. Tim May came forward and stated his address as 647 Soy Bean Drive, Appomattox. Mr. May stated that he was here tonight to speak with the Board regarding the mowing contract that has been terminated by the Purchasing Agent and County Attorney.

After Mr. May provided the Board with copies of signed contract agreements, Mr. May stated that he feels the cause of the contract being terminated should say terminated for convenience and he feels that the County should pay him for 30 days because of the way he was terminated.

Mr. May asked the Board to consider his request for 30 days' pay.

Chairman Carter stated that the Board would discuss this issue with the County Attorney and consider his request.

ACTION ITEMS

School Capital Improvement Fund Request

Chairman Carter stated that a letter has been received from the School Superintendent and Finance Director requesting funds to be appropriated from the School CIP fund to offset the repair costs (replacement of condenser coils to cooling unit) to the Auditorium HVAC system. The school provided two (2) options for your consideration. **Option #1 (new quote, to include installation by Johnson-Controls) \$22,834.14:** The school will purchase two replacement coils from Trane Supply to be installed by Johnson-Controls. **Option #2 (original quote, to include installation by school maintenance staff, crane rental & Freon) \$13,627.05:** The school will purchase two replacement coils from Trane Supply to be installed by the school's maintenance staff.

STAFF RECOMMENDATION: After review of the request and Option #1 or Option #2 approved by the Board, staff recommends appropriation of the requested funds from the School CIP Fund. The School CIP Fund's current balance is \$161,887.50.

Mr. Abbitt stated that he made a motion at the last meeting to go with Option #2 and rescinded until the Board received a formal request. He stated that the Board is following the engineer that was hired by the School's advice. He made a motion to approve Option #2 and appropriate \$13,627.05 from the School CIP Fund for the purchase of two replacement coils from Trane Supply to be installed by the school's maintenance staff. Mr. Millner seconded Mr. Abbitt's motion. Chairman Carter called for a Roll Call Vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

COMMITTEE APPOINTMENTS

School Renovation Committee

Chairman Carter stated that at the Joint meeting of the School Board and Board of Supervisors, Mr. Gillespie, MRG Consulting, suggested that a liaison committee composed of two members from each Board, the School Superintendent, and the County Administrator be formed to work with him throughout the high school renovation planning process. Both boards agreed that the Chairman would make these appointments at their next meeting.

Chairman Carter asked Mr. Abbitt to serve on the School Renovation Committee, and then asked the Board whom they wished to serve on this committee with Mr. Abbitt.

After discussion, it was a consensus of the Board for Chairman Carter and Mr. Abbitt to serve as representatives from the Board on the School Renovation Committee along with Ms. Adams, County Administrator.

CVCC Advisory Board Appointment

Chairman Carter stated that Mr. Winfred Nash submitted his resignation from his service on the Central Virginia Community College Advisory Board, effective December 1, 2018. Mr. Nash was appointed last February to fill the unexpired term of Carolyn Bergdoll. In July 2018, Mr. Nash was reappointed to serve a four-year term, which will end June 30, 2022.

STAFF RECOMMENDATION: Appoint a representative to the Central Virginia Community College Advisory Board to fill the unexpired term of Winfred Nash, effective December 1, 2018 and ending June 30, 2022.

Chairman Carter asked if any Board member had someone from their district that they would like to serve in this capacity.

Ms. Adams stated that Mr. Jeff Garrett has been in conversation with Dr. Capps regarding this appointment. She stated that Mr. Garrett would consider serving after reviewing the information. Ms. Adams stated that Dr. Capps spoke very highly of Mr. Garrett serving on this committee.

Mr. Hogan suggested that the Board table this item to the next meeting until Mr. Garrett has had an opportunity to review the provided information.

After discussion, it was a consensus of the Board to table this item until the December meeting.

Recognition of Victim/Witness Advocate- Mary Anne Freshwater

Chairman Carter called on Ms. Mary Anne Freshwater to appear before the Board. He then stated that this year at the 36th Annual conference on Crime Victim's issues, Mary Anne Freshwater, Director of Appomattox County Victim/Witness Assistances Program was awarded the prestigious Mandie M. Patterson Lifetime Achievement Award at the Annual Awards Luncheon. He explained that the Network reaches out to its members prior to their annual training for nominations for this and several other awards.

Chairman Carter stated that one thing that was pointed out in the presentation of the award was the personal touch that Mary Anne gives victims of crime in Appomattox County. He stated that Rocks Baptist Church founded a quilting ministry for wounded soldiers in January 2007. The Victim/Witness Program has partnered with the quilters for several years. He stated that lap quilts have been blessed at a special service in October for several years now and a Forensic Nurse speaks as to how these quilts impact victims of crime. Chairman Carter stated that the Forensic Nurse Program serves multiple jurisdictions. The individual that nominated Mary Anne for the award had a personal story of a quilt that was given to a victim of a crime in her jurisdiction and the victim held tight to that quilt all the way back home from the hospital after the forensic exam. The President of Virginia Victim Assistance Network pointed out that anyone can assist you with filling out paperwork, or provide emotional support, but Mary Anne takes compassion and empathy to another level.

Chairman Carter thanked Ms. Freshwater for her dedication and service to the citizens of Appomattox County, while Ms. Adams, County Administrator presented her with the Mandie M. Patterson Lifetime Achievement Award.

Ms. Freshwater thanked the Board for their support over the years.

Update on Fire Department Billing Ordinance by Supervisor Hogan.

Mr. Hogan stated that a few months ago, Chief Garret approached the Board to discuss the County having the ability by State Code to bill for Fire Department responses to structure fires. He stated that out of that conversation, there was discussion on the ability to add some civil cost to traffic incidents that require a response by the Volunteer Fire Department.

He explained that after a public safety meeting, it is determined that the Fire Department is interested in charging for responses to recoup costs for DUI's, reckless driving incidents and hit and run incidents. He stated that they are also looking at an option which would be recouping costs for responding to false alarms, hazard material clean ups. He stated that the County Attorney is looking into these options further.

Mr. Abbitt stated that he fully supports this; however, he feels the Fire Department needs to make an annual report to the Board on collections.

Mr. Hogan stated that if the Board were to adopt option B, they would have to decide where the money would go. He stated that there are many questions to be answered before going this path.

Mr. Moody stated that he has many reservations on charging for false alarms.

Tom Lacheney, County Attorney explained that the Commonwealth's Attorney would have to agree to this, so this issue will need to have further conversation,

Sheriff's Department

Chairman Carter stated that the Board has received a request from the Sheriff's Department for a supplemental appropriation of \$20,000 to 3102-3007-Traffic Safety Overtime.

Chairman Carter called on Major Donald Simpson to come forward and explain the request.

Major Simpson stated that the total fine amount collected since they began this program is \$35,000. He stated that he is asking for \$20,000 to be put back into the budget to continue the Traffic Safety Program. He stated that he is only asking for \$20,000, in order to pay the County for the amount given upfront to start this program.

Major Simpson stated that since the program began which was May 1, 2018 412 speeding tickets were issued through September 30, 2018.

Mr. Abbitt made a motion to approve a supplemental appropriation of \$20,000 to 3102-1007-Traffic Safety Overtime program as requested. Mr. Hogan seconded Mr. Abbitt's motion. Chairman Carter called for a Roll Call Vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

Chairman Carter thanked Major Simpson and all deputies for their service.

CONSENT AGENDA

Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

October 25, 2018	\$10,566.51
November 7, 2018	\$22,425.27
November 16, 2018 - CSA	\$194,691.24
November 19, 2018	\$416,805.15
TOTAL:	\$644,488.17

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Minutes

Please review the following DRAFT minutes for additions, corrections or questions:

Monday, October 15, 2018 - Scheduled Meeting

Thursday, November 8, 2018 - Joint meeting with School Board

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-5503	Travel (Subsistence/Lodging)	\$926.06
3102-1002	Overtime	\$1,887.45

3102-5401	Office Supplies	\$5.60
3102-5801	Dues/Membership	\$375.00
TOTAL:		\$3,194.11

RE: **Travel:** Reimbursement from the Virginia Sheriff's Institute for expenses made during the Conference (\$693.90); Lodging/Subsistence reimbursement from the Commonwealth of Virginia for deputy to attend Breath Alcohol Training (\$221.25); Reimbursement from David O'Brien for check made payable to him for reimbursement for inmate transport, amount originally charged to department credit card, but was submitted as a reimbursement to him in error (\$10.91); **Overtime:** Reimbursement from Walmart for deputy to perform security at Christmas 2017 (\$719.37); Reimbursement from School Board for deputy to perform security at Middle/High School games (\$1,168.08); **Office Supplies:** Reimbursement received for a flash drive with evidence requested through a FOIA (\$5.60); **Dues/Membership:** Reimbursement from the Virginia Sheriff's Association for Sheriff to attend 2018 VSA Conference (\$375.00)

Staff Recommendation: No new local funds are required.

DARE

Please supplement by consent and appropriate the following:

3106-5401	Office Supplies	\$2,000.00
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RE: Grant funds received from Walmart for the "Shop with a Cop" program.

Staff Recommendation: No new local funds are required.

Rescue Squads

Please supplement by consent and appropriate the following:

3203-5607	Appomattox - Four-For-Life	\$288.90
3203-5608	Pamplin - Four-For-Life	\$96.30
TOTAL:		\$385.20

RE: Funds received from the Office of Emergency Medical Services Four-for-Life FY- 2017 funds. The County budgeted \$12,000 for the Appomattox County Volunteer Rescue Squad and \$4,000 for the Pamplin Volunteer EMS. The supplemental request is for additional funds received to be disbursed to these departments.

Staff Recommendation: No new local funds are required.

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$120.00
7301-5401	Office Supplies	\$669.00
7301-5415	Summer Reading	\$4.50

TOTAL: \$793.50

Staff Recommendation: No new local funds are required.

Circuit Court - Law Library

Please **transfer** by consent **\$902.11** from the Law Library Fund to the General Fund and supplement to the following:

2101-5804 Law Library **\$902.11**

RE: Purchase of law books by the Circuit Court Clerk for the Law Library.

Staff Recommendation: No new local funds are required.

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002 VRS \$19,455.62

5301-2006 Group Life \$1,455.83

5301-2002 ICMA-RC \$1,228.29

TOTAL: \$22,139.74

RE: Reimbursement for September and October 2018 payroll deductions.

Staff Recommendation: No new local funds are required.

Commission of Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from line item **1209-5803**:

1) Refund Andrew C. Bernard & Christopher E. Martin **\$109.42** for 2016 personal property and license tax fees paid. He has lived in Bedford County since 2015.

2) Refund Great America Financial Services **\$86.31** for 2018 business equipment taxes paid that was actually computer equipment.

3) Refund Jason & Katherine Wilson **\$70.00** for 2018 license taxes paid. They live in the Town of Appomattox.

4) Refund Christopher Burch **\$446.89** for 2017 & 2018 first half personal property taxes paid on a camper that was traded for another model in November 2016.

5) Refund Linda & Francis Hidy **\$463.13** for 2018 first half personal property taxes paid on vehicle that was sold in December 2017.

6) Refund Spring Grove Farm Bed & Breakfast **\$333.18** for 2018 first half personal property taxes paid for their business. The business closed as of October 2017.

Staff Recommendation: Refund above named taxpayers for taxes paid to Appomattox County.

- Department: Board of Supervisors, Administration

Sheriff's Department - Line Item Transfer Requests

Please transfer by consent:

3102-3005 Maintenance Service Contract **\$1,500.00** to **3102-3002** Professional Service.

3102-5305 Motor Vehicle Insurance **\$5,006.00** to **3102-5801** Dues/Memberships.

3102-7001 Equipment **\$660.36** to **3102-5805** Project LifeSaver.

3102-5411 Books & Subscriptions **\$742.00** to **3102-5801** Dues/Memberships.

Staff Recommendation: Approve above line item transfers.

School Security Equipment Grant

The Appomattox County Public Schools have been awarded \$89,600 from the 2018 School Security Equipment grant program established by the 2013 General Assembly. This grant requires a local match of \$22,400 in which Dr. Bennett states will be provided from existing budget funds.

STAFF RECOMMENDATION: Supplement by consent and appropriate \$89,600 to the School Security Grant fund. The local match funds will be funded through the school's FY 2019 budget and will require no new local funds.

Mr. Hogan made a motion to approve the Consent Agenda as presented. Mr. Abbitt seconded Mr. Hogan's motion. Chairman Carter called for a Roll Call Vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

ADMINISTRATOR'S REPORT

Ms. Adams stated that the Administrator's report "the Messenger" was sent to members of the Board on November 19 for their review. Ms. Adams called for questions or comments on her provided report.

Ms. Adams explained that Mr. Lacheney sent an email on November 13 for the Board's review and consideration. "The By-Laws state the current Chairman continues to serve until his successor is selected".... stating that the Organizational meeting is not necessary on the first working day of the New Year. She explained that the Board could organize at the beginning of the first regular January meeting on Tuesday, January 22, 2019. Ms. Adams asked the favor of the Board regarding the Organizational meeting.

After discussion, it was a consensus of the Board to hold the Organizational meeting prior to the regular scheduled meeting on January 22, 2019.

Ms. Adams reminded the Board of the scheduled joint meeting with VDOT and the Town of Appomattox at 4p.m. on November 28, 2018.

Ms. Adams reported to the Board that possibly a representative from the Carver Price Museum would be at the December meeting to address the Board.

REPORTS AND INFORMATIONAL ITEMS

Chairman Carter reviewed information items.

Pamplin Community Center

Chairman Carter stated that Mr. Bobby McClenny, Secretary, Pamplin Community Center conveys sincere thanks for the \$1,500 budget contribution.

Committees/Boards Appointments

Chairman Carter stated that in preparation for the December meeting, a copy of the needed committee appointments/reappointments has been given for review. He asked the Board to be prepared to make these appointments at the December meeting.

School- October Financial Report

Chairman Carter stated that the October 2018 Financial Report from Dr. Bennett, Division Superintendent has been provided for the Board's review.

SUPERVISOR CONCERNS

Mr. Moody reported on voicing his concerns at and with Region 2000 Local Government Council with the recent changes to the structure of the Executive Committee. He stated that in the past 30 years the Executive Committee was made of elected officials. He stated that they voted at a previous meeting to enact changing the structure of the Executive Committee to be appointed officials versus elected officials. He voiced his concerns to this structure change that has been made.

Mr. Hogan wished everyone a Happy Thanksgiving and wished the football team good luck at the upcoming playoff game. He then questioned the status of the signage for the School's State winning teams.

Ms. Adams reported that she and Dr. Bennett had planned to discuss this issue at the joint meeting, which did not happen. She stated that Dr. Bennett has received feedback from the Boosters on the design.

Mr. Hogan questioned if the students could help with designing the signs. He stated that he would like to see this accomplished since the Board agreed to do it.

Ms. Adams stated that VDOT is waiting on specifications of the signs, which the School has.

Mr. Abbitt stated that we have been working on this for about three years, maybe we need to discuss with the School Board.

Mr. Millner questioned the Board's intent to holding a Christmas Employee Appreciation dinner

After discussion, it was a consensus of the Board to hold an Employee Appreciation Dinner.

Chairman Carter recognized Mr. Mark Thomas with Southside Electric Coop who was in the audience.

UPCOMING MEETINGS

Chairman Cater reminded the Board of the upcoming meeting(s):

Monday, December 17, 2018 @ 6:00 PM

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

ADJOURNMENT

Mr. Abbitt made a motion to adjourn the meeting at 7:19 p.m. Mr. Millner seconded Mr. Abbitt's motion. Chairman Carter called for a vote: Chairman Carter, aye; Mr. Abbitt, aye; Mr. Hogan, aye; Mr. Millner, aye; Mr. Moody, aye.

The regular scheduled meeting adjourned at 7:19 p.m.

Samuel E. Carter, Chairman